

West Stockbridge Planning Board
Meeting Minutes August 23, 2021
Via Zoom

Dana called the meeting to order at 7:02 pm. Planning Board members present: Dana Bixby, Chair, Ryan Beattie, Gunner Gudmundson, and Sue Coxon. Andrew Fudge unable to attend. Others present: Jack Magnotti, Foresight Land Services, Mitch Greenwald, and Karen Kavanagh

Approval of Meeting Minutes

August 9, 2021 – Dana asked the Board if they had reviewed the minutes. Dana made a motion to approve the minutes. Gunner seconded. The motion carried 4 to 0.

Form A Application (Kaiser Property)

Dana introduced Jack Magnotti, Foresight Land Services, and asked Jack to present the Form A application on behalf of his client.

Jack stated that the client has a 10-acre parcel, with buildings, that has frontage on Furnace Road, and has frontage on Iron Ore Road.

The client would like to create two legal lots. Lot 1 (5.7 acres) with the existing buildings with frontage on Furnace Road and Lot 2 (4.32 acres) with frontage on Iron Ore Road. The zoning district requires a 1-acre lot area with a minimum frontage of 150'. Both lots exceed the zoning district requirements.

Dana asked if the topography is open and accessible to the building site. Jack said it has accessibility and described the entrance driveway as a "way" into the building lot.

After a brief Board discussion, Dana asked for a motion to approve the Form A presented by Foresight Land Services on behalf of their client Kelly Kaiser. Gunner made a motion to approve. Sue seconded. The motion carried 4/0.

Zoning General Updates

Dana said she is working on the 2nd draft of the ADU bylaw and hopes to complete it so the Board can advance this bylaw.

Dana proposed adding an additional topic for the Board to consider related to zoning bylaw updates. Specifically, she asked them to review the Table of Uses / Special Permit Granting Authority and consider potential changes to the current designations as SPGAs.

Mitch Greenwald

Dana recognized Mitch and asked if he had any specific reason for attending tonight's meeting. He stated that he was attending to listen to the Board's discussion of the Foundry Special Permit Application. Dana and Mitch discussed the statutes governing the Planning Board's role related to special permit applications coming before other SPGAs and no specific conclusions were reached.

Special Permit Process

The Board discussed work that is being done to document and improve the Planning Board Special Permit process. This includes revising the special permit form and updating the special permit guidelines to make the process more transparent for applicants and to improve internal controls related to special permit processing.

On another matter related to special permits, Dana asked Board members to try to attend the September 20th Select Board meeting because one item on the agenda is a discussion about standardizing the Special Permit Application form.

Special Permit Application Extension

On July 20, Lori Robbins submitted a Special Permit Application on behalf of Lois Ferguson. The Planning Board scheduled the Public Hearing for September 13th. The hearing will have to be rescheduled because Lori will be unable to meet on that date. The next available meeting will be on the 27th of September. That date exceeds the 65-day requirement in which to hold the public hearing. Lori has agreed to submit a "letter of agreement" extending the date for the Public Hearing. Dana said she would like to make a motion to set the Public Hearing date for September 27th contingent on receiving a written agreement from Lori Robbins to extend the date for the Public Hearing. Sue made the motion. Gunner seconded. Motion carried 4/0.

Subdivision Control Law

Dana said that Karen had compiled a draft update of the Subdivision Control Law that integrated (3) three sets of amendments into the 1987 version. Dana asked the Board members to review the draft documents and come prepared for a discussion at the September 13th meeting.

Sue made a motion to adjourn. Gunner seconded. Motion carried 4/0. The meeting was adjourned at 7:53 p.m.

Respectfully submitted,
Karen Kavanagh, Administrative Assistant